

SUFFIELD POLICE COMMISSION
MINUTES OF THE REGULAR MEETING, OCTOBER 16, 2013

The regular meeting of the Suffield Police Commission was held on October 16, 2013 at 911 Mountain Road, Suffield, CT.

Present were: Matt Joyal, Chairman, **Commissioners:** Kenneth Pascoe, Kevin Armata, Gary Paganelli, and Linda Stevenson.

Absent: John Zavisza

Also Present: Chief Michael Manzi, Captain Craig Huntley, Officer Peter Osowiecki, and Recording Secretary Karen Doyon

Chairman Joyal called the meeting to order at 7:00 pm.

CORRESPONDENCE

Chairman Joyal read then distributed the only piece of correspondence received during the past month.

- Thank you card from The First National Bank of Suffield to Chief Manzi and Captain Huntley, in appreciation for their time to discuss bank safety to over 50 employees on October 9. Chief Manzi gave a brief description of what they covered during the discussion.

PUBLIC INPUT

There was no public input at this time. For the record, Commission candidates Jack Quinn and Jeff Davis were present.

MINUTES OF THE REGULAR MEETING

Chairman Joyal asked if there were any changes, or discussion regarding the September 18, 2013 regular meeting minutes. With none, Mr. Paganelli made the motion to approve the September 18, 2013 minutes as presented, seconded by Mrs. Stevenson. Motion carried unanimously.

DEPARTMENT REPORTS

Chief Manzi stated that two budget reports were offered for review. The first refers to the "Accumulative" [Accum.] report, which gives a breakdown of expenses for the month. The second is a Year to Date [YTD] report printed from Munis, which provides a year to date budget. Mr. Armata asked Captain Huntley how long it takes to complete an Accum report. The Captain stated that it takes approximately two days. Discussion followed regarding the complexity of accessing information from Munis. The Commission agreed that the Accum budget offered more information and was the report of choice for the Commission meetings.

Captain Huntley stated that next month's Accum R&M Vehicle line item report would reflect a deposit. Discussion followed. The Captain also stated that extra money is available from the Police Video Equipment Technology [PVET] Grant, which allowed him to purchase an additional dual front red/blue vehicle light. A brief discussion followed regarding 17% remaining in Community Projects line item. With no further questions, the floor was handed over to Chief Manzi.

Chief Manzi stated that he added the following reports to the packet: the K9 Report and the School Resource Officer's Report for September-October 2013. The Chief then discussed the seriousness of bullying, social profiling, and geo mapping and there effects.

With nothing further, Mr. Paganelli made the motion to accept the department reports as presented, seconded by Mr. Pascoe. Motion carried unanimously.

CHIEF'S REPORTS

Items offered in Chief Manzi's report and items added to his report were as follows:

- Completed the mandated general order on Eyewitness Identification Procedure, Section 3, Chapter 74.
- Completed forms to comply with changes to the Racial Profiling Act. [Officers must now hand out complaint cards to every motorist issued a summons or infraction(s).] Discussion followed.
- Report on vehicle versus motorcycle accident at the intersection of Bridge Street and Route 159.
- New criminal trends at CVS and Walgreens in the southern part of the state.
- New bank fraud ring. There has been a report of people applying for [new business] a certificate of trade using local addresses. Once they have a trade name, they make copies of their certificates and open up business accounts at different banks. Shortly after, they make multiple withdrawals with their ATM cards. Two to three weeks later, they leave town with a large sum of money.

Mr. Paganelli made the motion to accept Chief Manzi's report as submitted, seconded by Mr. Pascoe. Motion carried unanimously.

*** Chief Manzi's full report is attached to these minutes. ***

NEW BUSINESS

Chief Manzi reiterated that he completed a mandated general order.
General Order Chapter: 74 Legal Process
Section 3: Eyewitness Identification Process.

PUBLIC COMMENTS - None

ADJOURNMENT

Chairman Joyal took the time to thank and wish two members that are retiring from the Commission, Gary Paganelli, and John Zavisza well in their future plans.

Mr. Paganelli made the motion to adjourn the October 16, 2013 regular meeting at 7:43 p.m., seconded by Mrs. Stevenson. Motion carried unanimously.

Chairman, Matt Joyal